

Minutes of the Suffield Permanent Building Commission

Thursday, November 8, 2012

PBC Members Present

Joe Sangiovanni, Chairman
Glenn Neilson, Vice Chairman
Cathie Ellithorpe
Kevin Goff
Bill Gozzo

Absent PBC Members

Gene Torone

Also Present

John Cloonan – Director of Public Works
Ed Basile – Suffield Public Schools Business Manager
Ted Flanders – Building Inspector
Angela Cahill – Fletcher Thompson
Richard Camara – Head of Engineering Fletcher Thompson

Call to order: The meeting was called to order at 7:00 PM

Public Comment: None

Correspondence: Mrs. Beth Chavetz requested 1,000 additional square feet be added to the Kent Memorial Library ADA Compliant Entrance Project to create room for the library's book sale.

Approval of Meeting Minutes

- Mr. Goff made a motion (seconded by Mrs. Ellithorpe) to approve the meeting minutes as written for the October 10, 2012 PBC Meeting. **Approved unanimously.**

The order of the agenda was changed due to the slightly late arrival of Mr. Camara from Fletcher Thompson.

Kent Memorial Library Renovation Project

- The RFP for this project was issued last Friday.
- Mr. Cloonan sent it out to four selected architecture firms:
 - Tecton
 - Fletcher Thompson
 - Silver Petrucelli
 - Friar Associates
- The PBC members would like to add Crosskey to the list of bidders, and the bids are due back on November 27, 2012.

Town Hall Renovation Project

- The HVAC system design studies were reviewed with Ms. Angela Cahill and Mr. Richard Camara (Head of Engineering) from Fletcher Thompson.
- Mr. Camara presented a follow-up report based on the previous meetings with the PBC on September 12, 2012 and September 26, 2012.
- The recommended changes in the Schematic Design Narrative include the following:
 - Replace the existing water chiller cooling tower with a new one
 - Replace boiler with a high efficiency gas fired condensing boiler

- Provide a new dedicated outdoor air system (DOAS) that would be mounted on the flat roof on the south end of the building, west of the elevator, above the ground floor
- Replace the existing fan coil units; some will be floor mounted and remain in the location of the replaced units and some units will be horizontal, located in a soffit in the room or adjacent hallway or corridor.
- Replace the existing two-pipe heating and cooling system with a four-pipe heating and cooling system
- Provide a new DDC control system
- A 50 ton chiller is recommended; this will safely allow for future expansion of 3,600 – 4,000 square feet to the building.
- The location of the chiller would be moved to the southwest corner and piping would be run back to the existing boiler room.
- The estimated cost for the chiller replacement is approximately \$175, 900. That includes getting the chiller, putting it on a concrete pad, running underground piping, connecting the pump and capping it, or putting it into the existing two-pipe system.
- Mr. Flanders raised a question about the enclosed staircase – the codes require that there be a separate system. This issue will be addressed.
- Replacing the boiler with an 800 MBH high efficiency gas fired condensing boiler will cover any potential expansion. The boiler would be located in the same place as the current one.
- There is a summation of all of the included items for the replacement of the boiler on page three of the narrative. Part of the cost includes the boiler and chiller pumps, accessories, the air separator, and the expansion tank. The estimated cost for the boiler replacement is approximately \$67,800.
- The new dedicated outdoor air system unit will have a supply air fan, exhaust air fan, and a heat exchanger; there is a flow chart located in the back of the narrative.
- The estimated cost of a new DOAS is approximately \$131,500. This price includes the unit, supply and ductwork, registers and grilles, chilled water and hot water piping, and the electrical connection.
- There is a flow chart in the back of the narrative for the replacement of the existing fan coil units. The estimated cost is approximately \$212,000 for the removal and demolition of the existing fan coil units, the installation of 34 new ones, the connection to the four-pipe system, insulated ductwork, and testing and balancing.
- The estimated cost for the replacement of the existing piping system with a four-pipe system is approximately \$294,000.
- The estimated cost of the new DDC control system is approximately \$125,000. The control system will be Internet based, allowing access through a password, from any location with Internet capability. The new system will contain the ten items listed on page 5 of the narrative.
- The total estimated cost for this entire project is approximately \$1,000,000.
- There was a brief discussion about rotating the Town Hall workers in the conference rooms while this project is taking place.
- Mr. Camara ended his presentation by stating that this new system has integrity, it will provide improved ventilation for the workers in the building, and it will improve the two-pipe system that is currently a problem in swing seasons (the new one is automatic).
- If the PBC decides to move forward with this option, there are several questions: Where is the mechanical disruption going to be? How does that correlate with the architectural changes? What is the cost estimate of the architectural changes that are not in the mechanical scope?
- Ms. Cahill can provide the schematic level estimate on the architectural wall shifts.
- Chairman Sangiovanni and Mr. Cloonan will meet with the First Selectman and discuss committing to the changes. Once that commitment is made, the design development phase can begin and Fletcher Thompson and the PBC will meet again.

- Chairman Sangiovanni needs to check the budget phasing, but the hope is that the project will begin next summer at the very latest.

High School Agri-Science Large Animal Facility Project

- Haynes Construction has been working on some of the items on the punch list.
- They are still waiting for one more part for the heat exchanger in the vestibule.
- There is a dispute over the sill plate extensions.
- Mr. Basile mentioned that the thermostats are being tied in with the CL+P energy program and since they are remotely controlled, it will eliminate the need to have them lowered. Mr. Basile will bring the change order to the PBC because it is not through Haynes but is part of the state grant instead.
- All of the training was done, except for the solar, which will be done next Tuesday.
- The PBC has still yet to see the change orders for the guard rails/chain guard; Mr. Cloonan will go back and check to see if they were ever received.
- The PBC would like Ms. Sandy Rubino from Haynes Construction to be present at the walkthrough once the punch list items are complete.
- A phone call was made to Ms. Rubino during the meeting. It was stated that Mr. Flanders needs a design submittal for the rails. Chairman Sangiovanni asked for a deadline of early next week for completion of the punch list items. Mr. Basile will send an updated punch list to Ms. Rubino tomorrow. Ms. Rubino will schedule a walkthrough when the punch list is done. She needs documentation to see if the ductwork has been cleaned yet.

High School Fire Pump Project

- The pump house was inspected by Ignatius ("Iggy") Kapalczynski and was found to have 28 errors and omissions.
- There was a discussion among the PBC members about this project and the fact that there was a lack of communication among the contractors involved with it. No approved design documents were ever received from Kohler Ronan. Whoever made the modifications to the design did not consider the implications.
- Chairman Sangiovanni would like to see a re-design. He will also speak with Mr. Charlie Alfano, the Town Attorney, to discuss sending a letter regarding liquidated damages.
- Mr. Cloonan will send the water report to Kohler Ronan.

Kent Memorial Library ADA Compliant Entrance

- There was a discussion regarding the fact that Techton created the design for this project, but Crosskey was the low bidder.
- Mr. Patrick McMahon is encouraging the PBC to hire Techton to complete the project and move ahead based on the fact that they own the design. Mr. Alfano confirmed this fact.
- Chairman Sangiovanni will speak with the First Selectman and Mr. Alfano to seek direction with this matter.
- It was asked if the PBC could offer Techton compensation for the use of their design.
- There was a discussion of the PBC's options at this point.
- The bids include different items for the project and that should be taken into consideration.

Invoices

- None

Other Business

- None

Schedule Next Meeting

- The next meeting of the Suffield Permanent Building Commission will be on Wednesday, November 28, 2012.

Adjourn

- There was a motion made and seconded to adjourn at 9:36 PM.

Submitted by
Kelly Hawkins

Joseph J. Sangiovanni, Chairman

Chairman Signature